

**STATE OF UTAH**

Utah State Tax Commission
210 North 1950 West
Salt Lake City, UT 84134

WORKSHEET FOR TAXABLE PURCHASES

Self-Review – Employee Services

A**Name and address:**

Please provide the following information:

Name: _____ Business Name: _____

B**Reporting Period:**

Please check the appropriate box indicating for which reporting period you are listing your taxable purchases.

07/01/2002 – 12/31/2002

01/01/2003 – 12/31/2003

01/01/2004 – 12/31/2004

01/01/2005 – 06/30/2005

C**Worksheet:**

Please list your taxable purchases below for the period indicated in Section B.

	Date	Company Purchased from	Description of Item	Invoice Amount
1				\$
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
21				
22				
Period Total				\$

In order to determine the correct tax rate and to calculate the interest correctly, it is important that you list your purchases within the time periods you checked in **Section B**. Please make additional copies of this worksheet as needed.